



Regular Council Meeting Summary
Tuesday, October 17, 2023 at 9:30 a.m.

- Council approved the following minutes:
 - Regular Council Meeting held on October 3, 2023
- Council approved a Zoning By-law Amendment for Lot 23, Concession 4, having municipal address of 1854 Sandy Lake Road in the Methuen Ward (Matthew and Carrie Davis)
- Council approved the following Minor Variance Applications:
 - A-20-23, Mike Berardi and Laurie Manley, Part Lot 19, Concession 7, having a municipal address of 177 Fire Route 49 (Belmont Ward)
 - A-24-23, Adrian Daniels (Daniels Inc.), Part Lot 21, Concession 3, having a municipal address of 127 Blairton Road (Belmont Ward)
 - A-25-23, Tracy and Michael Worswick, Part Lot 13, Concession 8, having a municipal address of 20 Fire Route 96 (Methuen Ward)
 - A-26-23, William Reid, Part Lot 25, Concession 3, having a municipal address of 41 Fire Route 84 (Methuen Ward)
 - A-27-23, Christopher Wiggins, Part Lot 15, Concession 3, having a municipal address of 77 Fire Route 8A (Belmont Ward)
 - A-28-23, Neil Murray, Part Lot 28, Concession 8, having a municipal address of 65 Fire Route 85G (previously 1415 Jack Lake Water Access Only (WAO)) (Methuen Ward)
- Council received a report from the Planning Assistant regarding a proposed creation of a new lot;
 - Council directed staff to advise Peterborough County Land Division that the Township endorses the amended Consent application B-118 A2 and having Assessment Roll Number (ARN) 1531-010-004-35100, as submitted by the property owners of Nature's Point on Round Lake Road. The following conditions shall apply:
 - That a \$1,000.00 Cash-in-lieu of Parkland be paid to the Municipality for the new lot being created by granting of provisional Consent for B-118-17 A2; and
 - That an entrance permit be successfully obtained by the Township Public Works Department for the severed lot; and further



- That a rezoning of the retained and severed parcels be obtained to the satisfaction of the municipality; That a recalculation of the Minimum Distance Separation (MDS) be provided in conformity with the Provincial Policy Statement (PPS).
- Council received a report from the Planning Assistant regarding a proposed Certificate of Validation;
 - Council directed staff to advise Peterborough County Land Division that the Township expresses no objections to the subject application for certificate of validation, being referenced as V-1-23; provided that the application is examined and supported by the Director of Planning at the County of Peterborough.
- Council received a report from the Planning Assistant regarding a proposed creation of a new lot;
 - Council directed staff to advise Peterborough County Land Division that the Township endorses applications to create one new building lot, being referenced as B-48-23 and having the Assessment Roll Number (ARN) 1531-010-004-36601, as submitted by Kevin M. Duguay (KDM Planning) on behalf of property owner, Dean Fisher, with the following conditions:
 - That a 1,000.00 Cash-in-lieu of Parkland be paid to the Municipality for the new lot being created by granting of provisional consent for application B-48-23; and
 - That an entrance permit be successfully obtained to the satisfaction of the approval authority governing the abutting road network; and further
 - That the County of Peterborough Planning Department ensure that the proposed new lot being created conforms with Minimum Distance Separation (MDS) guidelines.
- Council received a report from the Planning Assistant regarding a request to purchase an abutting Shoreline Crown Reserve;
 - Council directed staff to advise the property owner and the Ministry of Natural Resources and Forestry (MNRF) that the Township has no concerns with or objections to the proposed acquisition of the abutting shoreline crown reserve (as indicated in the attached mapping), presently under the ownership of MNRF.
- Council received two (2) delegations at this meeting;
 - Bill Lett, Managing Principal
Lett Architects Inc.
Re: Capital Projects Update
 - Council received the delegation from Bill Lett regarding an update on capital projects for information.



- Darren Waters, P. Eng., Area Manager Highway Engineering
Rumen Aigbogun, P. Eng., Project Engineer
Lori Brake, Traffic Supervisor
Michael Somuah, Engineering Intern
Ministry of Transportation (MTO)
Re: Highway 7/Ottawa Street Operational Performance Review at Mary Street Intersection
Re: Highway 7 Left Turn Lanes at Belmont 6th Line and Belmont 2nd Line/Sama Park Road
 - Council received the delegation from the Ministry of Transportation (MTO) and requested the MTO provide an Order of Magnitude for the costs involved for a left turning lane adjustment at the Highway 7/Ottawa Street at Mary Street intersection.
- Council received a report from the Chief Building Official regarding the activities of the Building Department for September 2023;
- Council received a report from the Economic Development Officer regarding a summary of the financial and in-kind donations from the Township for the 2023 Canada Day parade and event activities;
- Council received a report from the Economic Development Officer regarding a summary of the financial and in-kind donations from the Township for the 2023 Summerfest activities;
- Council received a report from the Manager of Public Works regarding the awarding of Tender #PW-2023-07 – Snow Plowing Quotations for the Winter Season 2023-2024, Job #1, Job #2 and Job #3;
 - Council approved awarding the contract for Job #1 to Complete Property Care for snowplowing at the two Churches, Fire Hall & Parking Lot and Library at Cordova Mines (including Cordova Mines Library sidewalks, stairs and accessibility ramp) at a cost of 10,000.00 + HST. Council approved awarding the contract for Job #2 to Reline Pavement Marking for snowplowing One Mile of Road at Clare Newham’s Road and 250 meters of Sandy Lake Road and the parking lot at County Road 46 at a cost of \$4,770.00 + HST. Council approved awarding the contract for Job #3 to Reline Pavement Marking for snowplowing at the Jack Lake Transfer Station, 96 Shady Lane, Apsley at a cost of \$5,300.00 + HST.
- Council received a report from the Economic Development Officer regarding the 2023 Community Recognition Awards;
 - Council approved the recommended 2023 Community Recognition Awards eligibility criteria, nomination categories and process, as well as nomination approval process that is outlined in the staff report from the Economic Development Officer. Council will receive



applications for the 2023 Community Recognition Awards up until November 10, 2023. The presentation of the 2023 Community Recognition Awards will be held at a Special Council Meeting on Thursday, November 30, 2023 starting at 7:00 pm. The Treasurer is authorized to transfer funds from General Ledger # 01-0200-2409 (Council Initiatives within the Administration Reserve) with an upset limit of \$1,875.00.

- Council received a report from the Chief Administrative Officer/Clerk regarding the Cenotaph refurbishment;
 - Council authorized staff to fund the cleaning and highlighting work proposed for the Cenotaph to an upset limit of \$4,000.00 to be expended from the Council Initiatives Budget Account.
- Council received the following correspondence action items;
 - Lorne Benjamin, 1st Havelock Scouting Leader
Re: Municipal Town Hall Usage Request
 - Council approved the request from Lorne Benjamin on behalf of 1st Havelock Scouting to use the Town Hall on a regular basis through 2023 – 2024 free of charge.
 - Debbie Ottley, 1st Havelock Scouting Leader
Re: In-Kind Municipal Town Hall Usage request
 - Council approved the request from Debbie Ottley on behalf of 1st Havelock Scouting to use the Town Hall on Saturday, October 28 and Sunday, October 29, 2023 for a 2-day Creepy Sleep Over event free of charge.
 - Debbie Ottley
HBM Youth Committee
Re: In-Kind Municipal Town Hall Usage Request
 - Council approved the request from Debbie Ottley on behalf of the HBM Youth Committee to use the Town Hall on a regular basis through 2023 – 2024 free of charge.
 - Jamie Sole
Havelock Centre
Re: HBM Community Grant Program Application
 - Council approved the HBM Community Grant application to a maximum of \$1,000.00 from Jamie Sole on behalf of the Havelock Centre to complete the project of painting the exterior of their building.



- Diane Mack, President
Belmont Methuen and Havelock Historical Society
Re: In-Kind Municipal Town Hall Usage Request
 - Council approved the request from Diane Mack on behalf of the Historical Society to use the Town Hall on Friday, November 3 and Saturday, November 4, 2023 for a 2-day Heritage Art Show event free of charge.
- Council received no correspondence information items for information only;
- The Mayor and Deputy Mayor provided a brief update regarding County Council;
- Council received Community Policing Committee meeting minutes from June 14, 2023 for information;
- The following item was discussed in the “Other Business” staff report:
 - Helmets at Arena for Havelock-Belmont Public School Expired.
 - Council directed staff to advertise on the Township’s social media seeking financial and/or non-expired CSA helmet donations for the Havelock-Belmont Public School.
- Council passed a By-Law (2023-070) to change the zoning of certain lands being located in Lot 23, Concession 4, in the Methuen Ward from “Open Space (OS) Zone” and “Environmental Protection (EP) Zone” to ‘Rural (RU) Zone’ and ‘Environmental Protection (EP) Zone’ in order to permit the uses outlined under the RU Zone. (Davis)
- Council passed a By-law (2023-071) to Authorize the Mayor and Clerk to enter into a Memorandum of Understanding (MOU) with Crowe Valley Conservation Authority (CVCA) and the Township of Havelock-Belmont-Methuen for the Surface Water Quality Monitoring Program.